

**BETHEL TOWNSHIP, DELAWARE COUNTY  
SEWER AUTHORITY**

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**RECORD OF MINUTES**

**Minutes of the Regular Meeting of the BETHEL TOWNSHIP DELAWARE  
COUNTY SEWER AUTHORITY APRIL 5, 2018.**

The meeting was called to order by Donna J, Vance, Chairperson at 7:00 p.m.. Those present were, Kimberly A. Easter, Board Member, William Litton, Board Member, Laurence L. Smith, Solicitor, Brad Stuart sitting in for Walter Fazler, Engineer. Board of Supervisors' Liason, Alex Giribaldi was present at the meeting. There being a quorum present, the Chairperson declared that the meeting was ready to proceed with business. Pledge of Allegiance given at this time.

The Chairperson announced there was an executive session prior to the meeting to discuss matters of potential litigation.

The meeting is being recorded for minute purposes.

**MONTHLY ACTIVITY REPORTS**

Motion by Kimberly Easter to approve minutes of regular meeting held March 1, 2018. Seconded by William Litton. Unanimous.

Motion by William Litton to approve bill list for March 2018 Seconded by Kimberly Easter. Unanimous.

Motion by Kimberly Easter to approve Payroll Summary prepared by Prime Pay for – 2/18/2018 – 3/3/2018 & 3/4/2018 – 3/17/2017. Seconded by William Litton. Unanimous..

**ADMINISTRATION COMMITTEE**

**Chairman - Vice Chairman-Secretary/Treasurer  
Monthly Financial Highlights Attached**

Donna Vance reported she has received the first estimate for a new phone service for the Authority.

Pat will be getting a second paper tray for her scanner.

Donna Vance reported the new Certified Mail envelopes were ordered and received.

Donna Vickers will work with Pat and Debbie in May, on using the new method of Certified Mail Labels and envelopes.

**MAINTENANCE/CONSTRUCTION COMMITTEE**

Kimberly Easter & Daniel Van Wyk

No Report

**SOLICITOR'S REPORT**

**Foxfield** - Dedication work continues as to the last phase, Phase VI.

**Creekside Run** - The Developer is moving forward with dedication of sanitary sewer improvements and rights of way.

**ENGINEER'S REPORT**

**Brad Stuart** reported the following Engineer's Report:

**Subdivision Dedications** – We are currently working on the following Subdivision dedications: Creekside, Foxfield and Linton Farm Subdivision inspection is complete and we are waiting for the Developer to comply with the dedication requirements.

**Heathfield Close Generator** – Work on the replacement of the Heathfield Close Generator continued this month. The design is complete and project is out for Bids. We will have a recommendation at the May Board meeting.

**Pyle Road Sewer Upgrades** – The Act 537 Planning documents are close to completion. We sent a letter explaining the process to the Township. We expect to have the Plan ready for the Township adoption at the June meeting.

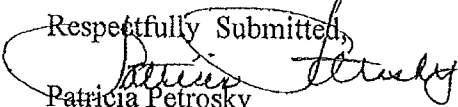
**Zebley Road Force Main –Chapter 94** – The Grant application has been submitted. Expected response is summer of 2018. Estimated cost is approximately \$453,000.

**BOARD MEMBERS REPORT**

**NEW BUSINESS/UNFINISHED BUSINESS**

There being no further business, the meeting was adjourned at 7:10 p.m. on a motion by William Litton. Seconded by Kimberly Easter. Unanimous.

Respectfully Submitted,

  
Patricia Petrosky

Secretary/Treasurer